

<b>EXAM CHECKLIST</b>	<b>TAIP GUIDE</b>	<b>Appendix A</b> Page: Instruction
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The **Examination Checklist (EC)** is the working document used by a Company TAIP Examiner to conduct an annual inspection of a tank barge and all its systems. Use of the specific form provided here is optional - companies may design their own checklists. Once completed, these forms should be maintained in the company's TAIP vessel records for 2 yrs, and made available to the Coast Guard upon request.

In order to prepare the EC form and use it while conducting the annual inspections, the Company TAIP Examiner will:

- Blackout completely those line-items (specific systems and subsystems, each of which has an ICR number associated with it) that do not apply to the vessel in question. This can be done in advance, and the form can be customized to only list the relevant inspection items.
- Note whether or not the item was found satisfactory in the appropriate column (OK/NOT OK)
- Make comments on the inspected item in the "Comments" column. Extended comments may be made on additional paper, another journal, or some other record; and if so this fact shall be noted on the EC.
- Items found unsatisfactory (NOT OK) may require a Correction Report (CR) to be filed.

➔ An example of a completed EC form is provided on the next page.

**CAVEAT:** Under no circumstances is the list contained here to be considered complete for all vessels that may be enrolled in TAIP. It is provided as a template only. The EC should be modified as necessary to include all vessel systems and subsystems required to be inspected. This includes relevant sections of Titles 33, 46, and 49 Code of Federal Regulations (CFR), and amplifying policy or regulations such as IMO Conventions, Treaties, Navigation and Vessel Inspection Circulars (NVIC), the Marine Safety Manual, and official Coast Guard policy letters. The ECs should be reviewed periodically for currency and revised to reflect any relevant changes in the underlying regulations, treaties, or policy.

<b>EXAM CHECKLIST</b>	<b>TAIP GUIDE</b>	<b>Appendix A</b> Page: Instruction
---------------------------	-------------------	--

**VESSEL NAME:** M/V TAIP EC EXAMPLE

**O.N.:** D123456

**DATE:** 25 JAN 01

A. PAPERWORK—INCLUDING FORMS, NOTICES, PUBLICATIONS & CREW REQUIREMENTS	OK	NOT OK	DATE	COMMENTS
01 <del>Ensure the following certificates are on board and valid</del>	JB			
a) <del>Certificate of Inspection</del>				
b) <del>FCC Certificate/license</del>				
c) <del>COFR</del>				
d) <del>Certificate of Documentation</del>				
e) <del>Stability Letter</del>				
f) <del>Officers License</del>				
g) <del>Vessel Action Plan available</del>				
02 <del>Verify the following publications are on board</del>				
a) <del>Navigation Rules</del>				
b) <del>Coast Pilot</del>				
c) <del>46CFR166-199</del>				
<div> <div>04</div> <ul style="list-style-type: none"> <li>In this example, only ICR Items A.07 and A.08 are being reviewed at this time.</li> <li>The Company TAIP Examiner initials the appropriate box ("OK" or "NOT OK"), fills in the date of the inspection, and notes any applicable amplifying information in the "Comments" column.</li> <li>If a Correction Report (CR) is written on the item, it should be mentioned in the "Comment" column.</li> <li>This record will not typically be removed by the USCG Marine Inspector, although an Inspector may ask to review the documentation in order to ascertain that the annual inspections are being properly recorded.</li> <li>A copy of the EC should be maintained in the company vessel records for 2 yrs.</li> </ul> </div>				
e) <del>CG-2832: Vessel Inspection Record</del>				
f) <del>CG-3372: Oil Pollution</del>				
g) <del>Stability Letter</del>				
06 <del>Vessel manning</del>				
a) <del>Number of officers and unlicensed crew required</del>				
b) <del>Licenses valid, endorsed, posted</del>				
07 Obtain the following	JB		17.10.98	
a) Fire extinguishing service report	JB		17.10.98	
b) Liferaft servicing report	JB		17.10.98	
08 Placards, Notices, and Markings		JB	17.10.98	
a) Passenger notices	JB		17.10.98	
b) Markings: Conspicuous and legible		JB	17.10.98	PFD Lockers' markings obscured. CR issued.

<b>EXAM CHECKLIST</b>	<b>TAIP GUIDE</b>	<b>Appendix A</b> Page: 1
---------------------------	-------------------	------------------------------

**VESSEL NAME:**

**O.N.:**

**DATE:**

	OK	NOT OK	DATE	COMMENTS
<b>A. PAPERWORK - INCLUDING FORMS, NOTICES, PUBLICATIONS &amp; CREW REQUIREMENTS</b>				
<b>01</b> Ensure the following certificates are on board and valid				
a) Certificate of Inspection				
b) OPA 90 approval letter				
c) COFR				
d) Certificate of Documentation				
e) Stability Letter				
f) Transfer Procedures				
g) Vapor Control System procedures				
h) Benzene Monitoring program				
i. Pipeline hydrostatic test				
j) Vessel Action Plan available				
k) Letters of Alternate Compliance				
<b>02</b> Following on board:				
a) Pollution/Marpol Placard				
<b>03</b> Notices, and Markings				
a) Markings: Conspicuous and legible				
b) Warning Signs in place				
c) Red Flag/Light visible				
d) White Safety Stripe clearly marked				
e) MSDS sheets available				
<b>B. FIRE PROTECTION EQUIPMENT</b>				
<b>01</b> Portable Fire Fighting Equipment				
<b>C. NAVIGATION EQUIPMENT</b>				
<b>01</b> Navigation Lights				
<b>D. GROUND TACKLE</b>				
<b>01</b> Inspect mooring system				
a) Bitts, cleats, fairleads & winches sound				
<b>E. HULL, DECKS, FITTINGS &amp; WATERTIGHT INTEGRITY.</b>				
<b>01</b> Inspect Void Spaces				
a) Gaskets in hatches in seviceable condition				
b) Rakes and void spaces free of excess water				
c) No known fractures in hull				
<b>02</b> Ensure markings are legible				
<b>03</b> Ensure Loadline is visible				
<b>F. ELECTRICAL SYSTEMS</b>				
<b>01</b> Inspect switchboards and confirm the following installations conform to regulations:				
a) Nonconductive mat on deck in front of board				
b) Nonconductive rails on board face				
c) Dripshield on board's top, unless board is watertight				

<b>EXAM CHECKLIST</b>	<b>TAIP GUIDE</b>	<b>Appendix A</b> Page: 2
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**VESSEL NAME:**

**O.N.:**

**DATE:**

	OK	NOT OK	DATE	COMMENTS
<b>F. ELECTRICAL SYSTEMS - CONTINUED</b>				
d) Ground detection indicators working with no grounds indicated				
e) Meters calibrated and working				
f) Synchronizing controls working				
g) Identification for controls and meters				
h) Area dry and clean				
i) Working space is provided iaw regulations				
j) Overcurrent protection properly labeled				
<b>02 Inspect distribution panels and determine:</b>				
a) Is circuit directory provided				
b) Are the amperage ratings of the protective devices iaw the required circuit directory				
c) Are panel board blanks installed where necessary				
<b>G. POLLUTION PREVENTION</b>				
<b>01</b> Check condition of Oil Containment pans and rails				
<b>02</b> Conduct inspection of Oil Transfer Procedures				
<b>03</b> Conduct inventory/inspection of Pollution Response Equipment				
<b>04</b> Inspect Oil Transfer Hose				
<b>H. CARGO TRANSFER SYSTEM</b>				
<b>01</b> Inspect Cargo Pump Engine, Spark Arrestor, and Fuel System				
<b>02</b> Inspect Thermal Fluid Heater				
<b>03</b> Inspect Piping and Valves				
<b>04</b> Inspect Cargo Tank Tops and Pressure Vessels				